



AGENDA
Meeting of the
BOARD OF DIRECTORS
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
A PUBLIC AGENCY

TUESDAY, FEBRUARY 15, 2005

8:30 AM

SANTA BARBARA MTD AUDITORIUM
550 OLIVE STREET, SANTA BARBARA, CA 93101

- 1. CALL TO ORDER**
- 2. ROLL CALL OF THE BOARD OF DIRECTORS**
Chair John Britton; Vice Chair Olivia Rodriguez; Secretary Brian Fahnestock; and Directors: David Davis and Lee Moldaver
- 3. REPORT REGARDING POSTING OF AGENDA**

CONSENT CALENDAR

- 4. APPROVAL OF PRIOR MINUTES (ATTACHMENTS- ACTION MAY BE TAKEN)**
The Board will be asked to waive the reading of and approve the minutes for the special meeting of January 28, 2005.

The Board will be asked to waive the reading of and approve the minutes for the meeting of February 1, 2005.
- 5. CASH REPORT (ATTACHMENT- ACTION MAY BE TAKEN)**
The Board will be asked to review the cash report from January 25, 2005 through February 7, 2005.

THIS CONCLUDES THE CONSENT CALENDAR

- 6. PUBLIC COMMENT**
Members of the public may address the Board on items within the jurisdiction of the Board that are not scheduled for public hearing. The time allotted per speaker will be at the discretion of the Board Chair. If you wish to address the Board under this item number, please complete and deliver to the MTD Board Clerk **before the meeting is convened**, a "Request to Speak" form including a description of the subject you wish to address.
- 7. STAFF HEALTH INSURANCE (ACTION MAY BE TAKEN)**
The Board will review potential changes to staff benefits.

8. BUS AND RAILWAY DISCUSSION

The Board will engage in discussion related to transportation solutions including rail and busways.

9. GENERAL MANAGER REPORT

- a) 3rd Party Administration temporary solution
- b) UCSB student & staff passes
- c) Update Valley Express
- d) Human Resources/Risk position
- e) Soil remediation Calle Real
- f) Retirement party- Lee Moldaver
- g) Bids received for retired surplus buses, etc.

10. OTHER BUSINESS AND COMMITTEE REPORTS

The Board will report on related public transit issues and committee meetings.

**11. RECESS TO CLOSED SESSION- WORKERS' COMPENSATION CLAIM
(ACTION MAY BE TAKEN)**

The Board will meet in closed session pursuant to Government Code §54956.95(b) to consider settlement of a Workers' Compensation claim by Jose Ordaz vs. MTD.

**12. CLOSED SESSION- LIABILITY CLAIMS OF JULIA HERNANDEZ & GORGONIA
CARRANZA (ACTION MAY BE TAKEN)**

The Board will meet in closed session pursuant to Government Code 54956.95 (b) to discuss the following liability claims:

- a) Julia Hernandez vs. MTD
- b) Gorgonia Carranza vs. MTD

13. RECESS TO CLOSED SESSION-CALLE REAL

The Board will meet in closed session pursuant to Government Code §54956.8, conference with real property negotiators regarding the MTD Calle Real Property, APN's Book 59, Page 14, Parcels 4, 5 & 6, and Book 67, Page 23, Parcel 6, concerning price and terms of payment; agency negotiators Doug Large and Bob Andrews; other negotiation parties: Housing Authority of County of Santa Barbara, Martin Farrell Homes, and Investec Capital, Inc.

14. ADJOURNMENT

AMERICANS WITH DISABILITIES ACT: If you need special assistance to participate in this meeting, please contact the MTD Administrative Office at 963-3364 at least **48 hours in advance** of the meeting to allow time for MTD to attempt a reasonable accommodation.



MINUTES
of the
SANTA BARBARA METROPOLITAN TRANSIT DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING

JANUARY 28, 2005

8:00 AM

SANTA BARBARA MTD AUDITORIUM
550 OLIVE STREET, SANTA BARBARA, CA 93101

MEMBERS PRESENT: John Britton, Chair, Olivia Rodriguez, Vice Chair,
Brian Fahnestock, Secretary, David Davis, Director,
Lee Moldaver, Director

MTD EMPLOYEES PRESENT: Sherrie Fisher, General Manager, Tiara Lakey,
Executive Assistant to the Board and the GM

- 1. CALL TO ORDER**
Chair Britton called the meeting to order at 8:00 AM.
- 2. ROLL CALL OF THE BOARD OF DIRECTORS**
Chair Britton noted that all members were present.
- 3. REPORT REGARDING POSTING OF AGENDA**
The General Manager reported that the agenda for this meeting was posted at the MTD administrative headquarters, on the MTD website and mailed to the media of general circulation.
- 4. PUBLIC COMMENT**
There was no public comment.
- 5. RECESS TO CLOSED SESSION-GENERAL MANAGER PERFORMANCE/SALARY REVIEW**
The Board met in closed session pursuant to Government Code Section 54957.6
Conference with Labor Negotiators: SBMTD designated representatives: Brian Fahnestock and Lee Moldaver, unrepresented employee: Sherrie Fisher, General Manager. No action was taken.
- 6. ADJOURNMENT**

Santa Barbara Metropolitan Transit District
Cash Report
Board Meeting of February 15, 2005
For the Period January 25, 2005 through February 7, 2005

MONEY MARKET

Beginning Balance January 25, 2005 **\$3,339,490.52**

SB-325 (LTF)	450,155.89	
Passenger Fares	131,583.79	
Accounts Receivable	51,470.87	
Property Tax Revenue	10,852.04	
Advertising & Prepaid	270.80	
Miscellaneous	211.17	
Total Deposits		644,544.56

Bank Fee - January 05	(4,736.55)	
ACH Pensions Transfer	(24,448.73)	
ACH Tax Deposit	(93,565.36)	
Payroll Transfer	(219,512.60)	
Operations Transfer	(251,759.01)	
Total Disbursements		(594,022.25)

Ending Balance **\$3,390,012.83**

Total Cash and Investments as of February 7, 2005: **\$3,390,012.83**

COMPOSITION OF CASH BALANCE

Working Capital	1,954,687.98	
WC / Liability Reserves	1,435,324.85	
Total Cash Balance		\$3,390,012.83

Santa Barbara Metropolitan Transit District Accounts Payable

Check	Date	Company	Description	Amount	Voids
80081	1/26/2005	JUSTO ALVARADO	CARPET SERVICE	75.00	
80082	1/26/2005	A.G.S. REBUILDERS, INC.	BUS PARTS	22.63	
80083	1/26/2005	AT&T WIRELESS	TELEPHONES	77.00	
80084	1/26/2005	AT&T	TELEPHONES	81.61	
80085	1/26/2005	AQUA-FLO	B&G REPAIRS & SUPPLIES	5.82	
80086	1/26/2005	ARCHBALD & SPRAY	LEGAL COUNSEL	7,610.42	
80087	1/26/2005	AMERICAN NAMEPLATE	DRIVERS BADGES	448.67	
80088	1/26/2005	BAUTISTA, DIANA	REIMBURSEMENT	58.09	
80089	1/26/2005	BLACK GOLD INDUSTRIES	OIL/ATF RECYCLING	133.00	
80090	1/26/2005	BOMAR SECURITY &	SECURITY SERVICES	837.75	
80091	1/26/2005	BOWMAN DISTRIBUTION	SHOP SUPPLIES	228.51	
80092	1/26/2005	BP WEST COAST PRODUCTS LLC.	FUEL	9,563.58	
80093	1/26/2005	BFI (BROWNING-FERRIS IND)	WASTE DISPOSAL	142.00	
80094	1/26/2005	BUENA TOOLS, INC.	BUS STOP SUPPLIES	84.91	
80095	1/26/2005	CALIFORNIA ELECTRIC SUPPLY,	SHOP/B&G SUPPLIES	542.08	
80096	1/26/2005	CAR PARTS OF SANTA BARBARA	BUS PARTS	107.63	
80097	1/26/2005	CARPINTERIA VALLEY CHAMBER	MEMBERSHIP DUES	143.00	
80098	1/26/2005	C&R REPROGRAPHICS	CARCARDS	313.76	
80099	1/26/2005	CCH TAX & ACCOUNTING	ACCOUNTING HANDBOOK	129.00	
80100	1/26/2005	CERTIFIED ENVIRONMENTAL	PROFESSIONAL SERVICES	1,207.45	
80101	1/26/2005	COMPUVISION	TECHNICAL SUPPORT	465.00	
80102	1/26/2005	CHEVRON	SERVICE VEHICLE FUEL	83.00	
80103	1/26/2005	COMMUNITY RADIO, INC.	GIB. SITE RENTAL/REPAIRS	60.00	
80104	1/26/2005	CINTAS	FIRST AID SUPPLIES	133.30	
80105	1/26/2005	CSAC/CPEIA	WORKMANS COMP ADMIN	21,223.00	
80106	1/26/2005	CUMMINS CAL PACIFIC LLC	TRAINING & BUS PARTS	750.00	
80107	1/26/2005	COVERALL OF MID-STATE CALIF.	JANITORIAL SUPPLIES/SERVICE	2,162.11	
80108	1/26/2005	DEPARTMENT OF CHILD SUPPORT	PR RELATED	599.54	
80109	1/26/2005	BP DAVIS MANAGEMENT SRVC.	CONTRACT LABOR	4,950.00	
80110	1/26/2005	DEAILE, MARY	PR RELATED	106.15	
80111	1/26/2005	DISTRICT ATTORNEY-S.B.	PR RELATED	1,386.03	
80112	1/26/2005	DOCUPRODUCTS CORPORATION	COPIES	502.80	
80113	1/26/2005	DONS INDUSTRIAL	BUS PARTS	219.90	
80114	1/26/2005	DOWNTOWN ORGANIZATION, INC.	TC MAINTENANCE	350.00	
80115	1/26/2005	DHL EXPRESS (USA) INC.	FREIGHT CHARGES	150.79	
80116	1/26/2005	EASY LIFT TRANSPORTATION, INC.	ADA SUBSIDY	28,972.42	
80117	1/26/2005	EMPLOYMENT DEVELOPMENT	PR RELATED	100.00	

Accounts Payable Check Register

08-Feb-05

16:05

Check	Date	Company	Description	Amount	Voids
80118	1/26/2005	FEDERAL EXPRESS CORP.	FREIGHT CHARGES	29.64	
80119	1/26/2005	FLEET CAPITAL LEASING-GVF	COPIER LEASE	377.13	
80120	1/26/2005	FLEMING & ASSOCIATES	WORKERS COMP ADMINISTRATION	2,500.00	
80121	1/26/2005	STATE OF CALIFORNIA	PR RELATED	658.57	
80122	1/26/2005	FUSES UNLIMITED	BUS PARTS	38.07	
80123	1/26/2005	GFI GENFARE, INC.	FAREBOX REPAIRS & PARTS	246.25	
80126	1/26/2005	GIBBS INTERNATIONAL TRUCKS	BUS PARTS	13,383.06	
80127	1/26/2005	HAHN, STEPHEN	REIMBURSEMENT	158.14	
80128	1/26/2005	HOME IMPROVEMENT CTR.	SHOP SUPPLIES	261.50	
80129	1/26/2005	HYDREX PEST CONTROL	FUMIGATION	60.00	
80130	1/26/2005	INTERLAND, INC.	WEBSITE HOST	50.00	
80131	1/26/2005	UNITED STATES TREASURY	PR RELATED	225.00	
80132	1/26/2005	JERRY THE PLUMBER	PLUMBING	85.00	
80133	1/26/2005	J n L GLASS INC.	REPLACE BUS WINDOWS	585.00	
80134	1/26/2005	LAW OFFICES OF JOHN R. NELSON	PENSION ADMINISTRATION AUDIT	3,678.00	
80135	1/26/2005	KSBY-TV DBA	MEDIA AD	862.34	
80136	1/26/2005	LARA'S AUTO REPAIR	BUS REPAIRS	50.00	
80137	1/26/2005	MC CORMIX CORP. (OIL)	LUBRICANTS	1,052.79	
80138	1/26/2005	MC CORMIX CORP. (GAS)	FUEL-SERVICE VEHICLES	1,759.66	
80139	1/26/2005	MCMASTER-CARR SUPPLY CO.	SHOP SUPPLIES	17.81	
80140	1/26/2005	MIKE CUEVAS GARDENING	LANDSCAPE MAINTENANCE SERVICE	422.00	
80141	1/26/2005	MGB INDUSTRIAL SUPPLY	SHOP SUPPLIES	133.73	
80142	1/26/2005	MILPAS RENTAL INC.	EQUIPMENT RENTAL	27.86	
80143	1/26/2005	MULLEN & HENZELL	LEGAL FEES ON CALLE REAL	1,410.00	
80144	1/26/2005	OHIO CHILD SUPPORT PAYMENT	PR RELATED	126.85	
80145	1/26/2005	OTTIERI, ANN BRADY	PR RELATED	576.92	
80146	1/26/2005	P.C.J.L. INC.	SERVICE VEHICLE REPAIRS	34.01	
80147	1/26/2005	PETTY CASH- LAKEY, TIARA	MISC. PURCHASES	464.79	
80148	1/26/2005	PETTY CASH- HAHN, STEVE	MISC SHOP NEEDS	202.46	
80149	1/26/2005	PITNEY BOWES/PURCHASE POWER	QUARTERLY CHARGES	210.00	
80150	1/26/2005	PLATINUM PLUS FOR BUSINESS	MISC. CREDIT CARD CHARGES	318.00	
80151	1/26/2005	POINDEXTER, CAREY	REFUND - HEALTH INSURANCE	320.00	
80152	1/26/2005	PANASONIC DIGITAL INC.	COPIER LEASE & REPAIRS	246.76	
80153	1/26/2005	PRAXAIR DISTRIBUTION, INC.	SHOP SUPPLIES	66.08	
80154	1/26/2005	REPUBLIC ELEVATOR, INC	ELEVATOR MAINTENANCE	99.23	
80155	1/26/2005	ROGERS & SHEFFIELD ATTORNEYS	LEGAL COUNSEL	2,938.60	
80156	1/26/2005	ROCHA, SUZANNE	PR RELATED	406.08	
80157	1/26/2005	SAN BERNARDINO COUNTY	PR RELATED	395.54	
80158	1/26/2005	SANTA BARBARA BANK & TRUST	PR DEDUCTION	120.33	
80159	1/26/2005	SB COUNTY FEDERAL CREDIT	PR DEDUCTION	1,898.00	

Check	Date	Company	Description	Amount	Voids
80160	1/26/2005	S B INDUSTRIAL MEDICAL GROUP	MEDICAL EXAMS	1,353.00	
80161	1/26/2005	AMPERSAND PUBLISHING LLC	EMPLOYMENT ADS	789.20	
80162	1/26/2005	SMITTY'S TOWING SERVICE	TOWING SERVICES	250.00	
80163	1/26/2005	SERVICE MASTER OF SANTA	TC JANITORIAL SERV./SUPPLIES	2,228.75	
80164	1/26/2005	SIGN EXPRESS	BUS SIGNS	7,958.04	
80165	1/26/2005	SM TIRE, CORP.	BUS TIRE MOUNTING & SV REPAIRS	798.69	
80166	1/26/2005	SMARDAN-HATCHER CO.	SHOP SUPPLIES	71.33	
80167	1/26/2005	SMART & FINAL	MISC. PURCHASES	277.66	
80168	1/26/2005	SO. CAL. EDISON CO.	UTILITIES	5,186.42	
80169	1/26/2005	SOUTHERN CALIFORNIA GAS	UTILITIES	1,281.46	
80170	1/26/2005	SB CITY OF-REFUSE/WATER	UTILITIES	409.22	
80171	1/26/2005	SB COUNTY FIRE DEPARTMENT	SITE MITIGATION	642.60	
80172	1/26/2005	TELCOM, INC.	RADIO INSTALLATION & SERVS.	149.05	
80173	1/26/2005	TMC COMMUNICATIONS	TELEPHONES	132.17	
80174	1/26/2005	UNISOURCE MAINT SUPPLY	BUS CLEANING SUPPLIES	1,066.40	
80175	1/26/2005	UNITED PARCEL SERVICE	FREIGHT CHARGES	90.04	
80176	1/26/2005	UNITED WAY OF SB	PR DEDUCTION	631.54	
80177	1/26/2005	UNIFORM CONNECTION INC.	UNIFORMS	1,448.86	
80178	1/26/2005	UNIVISION / KPMR-TV 38	MEDIA AD	1,000.00	
80179	1/26/2005	VALLEY VOICE DBA	EMPLOYMENT AD	60.00	
80180	1/26/2005	VALLEY POWER SYSTEMS, INC.	BUS PARTS & SHOP SUPPLIES	1,349.50	
80181	1/26/2005	VERIZON CALIFORNIA	TELEPHONES	2,188.15	
80182	1/26/2005	VERIZON WIRELESS	WIRELESS PHONES	672.88	
80183	1/26/2005	TEAMSTERS UNION LOCAL NO. 186	UNION DUES	259.13	
80184	1/26/2005	WURTH USA WEST INC.	SHOP SUPPLIES	386.95	
80185	1/26/2005	YACO SCHOLARSHIP FUND	PR DEDUCTION	56.00	
80186	2/1/2005	AT&T	TELEPHONES	1,375.65	
80187	2/1/2005	BATTERY SYSTEMS OF OXNARD	BUS PARTS	1,746.95	
80188	2/1/2005	BP WEST COAST PRODUCTS LLC.	FUEL	21,618.03	
80189	2/1/2005	CALIFORNIA ELECTRIC SUPPLY,	SHOP/B&G SUPPLIES	304.12	
80190	2/1/2005	CAR PARTS OF SANTA BARBARA	BUS PARTS	87.91	
80191	2/1/2005	CLAYTON FORD	SERVICE VEHICLE PARTS & REPAIRS	294.38	
80192	2/1/2005	COMMUNITY RADIO, INC.	GIB. SITE RENTAL/REPAIRS	198.13	
80193	2/1/2005	COTTAGE HEALTH SYSTEM	EMPLOYEE ASSISTANCE PROGRAM	825.00	
80194	2/1/2005	COAST TRUCK PARTS, INC.	BUS PARTS	271.77	
80195	2/1/2005	CUMMINS CAL PACIFIC LLC	TRAINING & BUS PARTS	393.84	
80196	2/1/2005	CUNNINGHAM'S RADIATOR	BUS PARTS	968.59	
80197	2/1/2005	DONS INDUSTRIAL	BUS PARTS	257.94	
80198	2/1/2005	EBUS, INC.	BUS PARTS	792.22	
80199	2/1/2005	ELECTRIO-MECHANICAL REPAIR,	BUS PARTS	464.27	

Check	Date	Company	Description	Amount	Voids
80200	2/1/2005	ELECTRIC SWITCHES INC.	BUS PARTS	118.95	
80201	2/1/2005	ELECTRONIC DATA MAGNETICS,	BUS PASSES	32,139.95	
80202	2/1/2005	GE GROUP LIFE ASSURANCE	LIFE INSURANCE	871.58	
80203	2/1/2005	GILLIG CORPORATION	BUS PARTS	670.16	
80204	2/1/2005	HUMANA INC.	STAFF DENTAL INSURANCE	2,526.94	
80205	2/1/2005	INTERCON TECHNOLOGIES	EV/CHARGER REPAIRS	1,236.66	
80206	2/1/2005	M.M.E.	SHOP SUPPLIES	927.95	
80207	2/1/2005	MC CORMIX CORP. (OIL)	LUBRICANTS	1,828.45	
80208	2/1/2005	MUZICRAFT	TC CONTRACT MAINTENANCE	35.00	
80209	2/1/2005	PACIFICARE OF CALIFORNIA	HEALTH INSURANCE	21,433.27	
80210	2/1/2005	QUEST DIAGNOSTICS	MEDICAL EXAMS	239.31	
80211	2/1/2005	SB CITY OF-REFUSE/WATER	UTILITIES	178.95	
80212	2/1/2005	VALLEY POWER SYSTEMS, INC.	BUS PARTS & SHOP SUPPLIES	1,478.41	
80213	2/1/2005	VALLEY POWER SYSTEMS, INC.	BUS PARTS	7,216.44	
				251,759.01	
				Current Cash Report Voided Checks:	0.00
				Prior Cash Report Voided Checks:	0.00
				Grand Total:	\$251,759.01

Santa Barbara Metropolitan Transit District Cash Receipts of Accounts

Date	Company	Description	Amount
1/26/2005	Rubino, John & Eileen	Health Insurance - Retiree	270.80
1/31/2005	City of Carpinteria - Seaside Shtl.	Walbash Bus Bench	225.00
1/31/2005	City of Carpinteria - Seaside Shtl.	Seaside Shuttle Contract Fares 3-QTR FY05	13,700.61
1/31/2005	Eleanore Zeluck	Health Insurance - Cobra	219.71
1/31/2005	UCSB - Parking Services	Passes/Token Sales	3,260.00
2/1/2005	County of Santa Barbara	Passes/Token Sales	2,687.50
2/2/2005	Borrayo, Manuel & Ruth	Health Insurance - Retiree	251.89
2/2/2005	Calles, Gilbert & Leandra	Health Insurance - Retiree	354.14
2/2/2005	Fountain, Melvin and Elizabeth	Health Insurance - Retiree	270.00
2/2/2005	Richard A. Poedtke	Walbash Bus Bench	225.00
2/2/2005	Santa Barbara Bank & Trust	Advertising on Buses	8,848.50
2/3/2005	Brannan, Ralph and Pamela	Health Insurance - Retiree	350.89
2/3/2005	Crow, Louise & Bill	Health Insurance - Retiree	270.80
2/3/2005	Gold's Gym	Advertising on Buses	4,350.00
2/3/2005	Gold's Gym	Advertising on Buses	4,485.00
2/3/2005	Gold's Gym	Advertising on Buses	2,000.00
2/3/2005	Rubino, John & Eileen	Health Insurance - Retiree	270.80
2/7/2005	Clear Channel Santa Barbara	Advertising on Buses	6,000.00
2/7/2005	Gary Gleason	Health Insurance - Retiree	89.73
2/7/2005	Helm, Warren	Health Insurance - Retiree	270.80
2/7/2005	Helm, Warren	Health Insurance - Retiree	139.70
2/7/2005	South Coast Church	Walbash Bus Bench & Trash Receptacle	550.00
2/7/2005	Venture PR Group/Graham Chev.	Advertising on Buses	2,380.00
Total Accounts Receivable Paid During Period			\$51,470.87

BOARD OF DIRECTORS REPORT

AGENDA DATE: 2-15-05

AGENDA ITEM #: 7

DEPARTMENT: Operations

PREPARED BY: Gary Johns

Signature

REVIEWED BY: Sherrie Fisher

GM Signature

SUBJECT: Staff Health and Dental Insurance renewal

RECOMMENDATION:

- Extend current health insurance coverage for one month.
- Set personnel committee to discuss annual rate/benefits
- Renew dental coverage with Humana dental at 9.7% increase.

DISCUSSION:

MTD received only one quote for health insurance coverage; it was from PacifiCare. To maintain the current Point of Service Plan, the premium would be increased by 32.49% or \$72,741 per year. Please see the chart below for current premium, renewal quote and budgeted amounts.

Based on this unexpectedly high increase for health insurance premiums, staff recommends acceptance of a one-month time period (at new rates) while we investigate further options.

The Dental Insurance has increased by 9.7% or \$2,493 per year.

Dental insurance premiums increased for 2005 are well within expectations. Staff recommends renewal; Humana does not offer a one-month extension. This decision must be made before 3-1-05.

BUDGET/FINANCIAL INFORMATION:

Comparison of Insurance cost for current plan, renewal of same and budgeted increase.

		Comparable	%	
	Current	Renewal	Increase	Budgeted
Health Insurance	\$223,884	\$296,625	32.49%	\$264,183
Dental Insurance	\$ 25,610	\$ 28,103	9.70%	\$ 30,732
Total	\$249,494	\$324,728	18.20%	\$294,915

To: Chair Britton
Members of the Board of Directors
From: Sherrie Fisher, General Manager
Date: 02/11/05
Subject: Administrative Update

The Transit Development department has completed three weeks of **Trapeze** training and is preparing to go live with this new software package on the June 17th (summer) bid. The department is enthusiastic about the new features that the Trapeze program brings to the organization which allow for more in-depth analysis of our routes and schedules.

Additionally, the Transit Development department has embarked on a complete **system analysis** regarding current levels of service. The week of February 21st the Transit Development team will conduct a detailed survey of both the lines 6 and 11 to get a better grasp of the on-time performance of these routes. Members of the team will be stationed at strategic points along the route to capture this data. The outcome of this survey will be incorporated into the fall bid.

Our launch date of **the Valley Express service** on March 1st is fast approaching, and I am happy to report that we are on schedule with our marketing and promotion efforts for the Valley Express. Our initial launch campaign will consist of ten weeks of advertising in both print and radio buys have been coordinated with our on-going television campaign.

Beginning February 21st MTD will have 60-second radio spots running on both KRUZ 103.3 FM and KRAZ 105.9 FM. We are using an on-air giveaway during the daily KRUZ Quiz as a way to promote the Valley Express via live radio coverage. David Damiano and Sarah Glover will have an on-air interview with Bill Peso and Bonnie Campbell of the KRUZ 103.3 Workday Wakeup show on March 3rd. KRAZY Country has also agreed to help boost our Valley Express radio campaign with a live remote. This remote date and location will be determined by the Marketing team and will be used to obtain more live local coverage for the Valley Express.

Two ROP print publications have been selected and they include the SB News Press Friday insert "Valley Living", and the Santa Ynez Valley News. Both are weekly publications and the Valley Express will be featured in one ad per paper per week beginning February 21st and ending the week of April 25th. Nick DiNapoli is creating the ads and all include the Service, Comfort, and Convenience message. One ad will be placed in glossy format in Santa Barbara Season's spring edition. This is a special "Santa Ynez Valley" edition and will be mailed to 13,000 residences throughout the Valley. Additionally, MTD has established a working relationship with this publication and we are currently in editorial development for a feature story in the summer edition.

The Valley Express **demonstration visits** are being scheduled, the first event takes place the week of February 21st at all three Raytheon campuses in Goleta. The HR Manager has requested that MTD bring the buses out at lunch time (between 11:30 and 12:30). The Marketing team will distribute Valley Express collateral and sell passes on site.

On Monday evening (February 14th), we will be presenting at the **Solvang City Council** (televised) meeting thanking them for their support and reminding this community at large of the new service.

Valley Express behind-the-wheel training has been completed for over 28 drivers and supervisors. The drivers who have bid the service and the drivers who will work on a substitute basis are a limited set generally self-determined by location of their homes.

Supervisor and TC Advisor meetings are being held next week as part of regularly scheduled updates and to specifically include the Valley Express information. Similarly all drivers were trained this week at VTT (routine, ongoing training session) regarding various issues of safety, ergonomics and general information on the Valley Express.

Staff recently participated in a stakeholders meeting of the Airport master plan, the monthly 101 in motion TAG committee meeting and the rail conference hosted by the City of Santa Barbara (keynote speaker: Michael Dukakis). An agenda item on Tuesday's board meeting presents an opportunity for board members to open discussions on the role of the transit district as a leader in transportation solutions both locally and regionally.

Following up on a new state mandate, Gary Johns (acting HR manager) has completed (re)training regarding sexual harassment for all employees.

A new driver class is planned (again) for February 22; interviews and references checks are in process at present.

A display ad has been placed in the Santa Barbara NewsPress, Ventura County Star, MTD's own web-site and the Santa Barbara Human Resources on-line service seeking candidates for the position of **Manager of Human Resources and Risk**.

A meeting was held this week regarding **Isla Vista bus service** including MTD, IV business owners, UCSB-TPS and (county planning staff) Matt Dobberteen regarding transportation in the IV area, solutions to bus stop issues and the future UCSB-IV-CRM shuttle.

Fleming and Associates has acted as **3rd party administrator** for MTD's self-insured **workers compensation program** for 12 years. As I reported to you

two weeks ago, MTD was given less than 30-days notice that they are closing up shop due to retirement of the CEO/owner. An RFQ has been sent to California TPAs; bids are due back on Monday, February 14th. Interest in taking over our account has been significant.

After receipt of these bids, staff will be evaluating the RFQ response, checking references both financial and work product and preparing a recommendation for a subsequent board meeting in March. In the meantime, not unexpectedly, only a few employees of Fleming and Assoc. remain available to handle claims processing. Of note is that under State law, Workers Compensation claims that are not paid in a timely manner (temporary disability, permanent disability, medical care, etc.) can result in stiff financial penalties. *Thus, I have authorized a temporary one-month move (effective 3/15/05 to 3/15/05) to a 3rd party administrator recommended by Fleming and Associates.* That group is AIMS (Acclamation Insurance Management Services), a 3rd party TPA doing business out of Pasadena with offices in Sacramento, Fresno and Salinas. This group currently handles Golden Empire Transit (Bakersfield), City of Bakersfield, County of Madera, and the Statewide JPA for Vector Control. Of interest, staff of Omnitrans fell into the exact same problem and have also chosen AIM on a temporary basis while they proceed with processing a bid package.

Reminder: Staff will **bus pool** from the administrative offices on the morning of March 1, 2005 to Solvang for the **first day of the Valley Express** service. Please join us if you crave some early morning coffee, good company and attention. We can make a couple of other stops enroute if that assists you. Call Tiara Lakey (ex. 234) and she will respond with a pick up time. The trip back to Santa Barbara that morning will be on one of the regularly scheduled Valley Express vehicles.